

The meeting was called to order at 7:33 p.m. by Chair Hal Shubin. Present were Trustees Mary Keenan, Matt Lowrie, Heli Tomford, and Jil Westcott and Director Maureen Connors. Trustee Elaine Alligood was absent.

Budget: The FY 09 Budget was reviewed with the changes made at the November 9th meeting. It was amended by Trustee Tomford on page 2 to note that the library dealt with emergency repairs in an aging facility without requiring emergency funding. Trustee Lowrie made a motion to approve the Level Services Budget and the Level Services plus 10% Budget and to submit the Level Services minus 10% Budget. Seconded by Trustee Keenan, the motion passed with a unanimous vote.

Trustee Lowrie moved that the capital budget be approved as amended. Seconded by Trustee Tomford, the motion passed unanimously.

CPOC Report: There was a discussion of the CPOC(Capital Projects Overview Committee) report with various town officials and committee members. The bottom line is that a tear-down of the present library building would be wasteful; there are alternatives to this. Patience Jackson of the MBLC noted that a site change would require the declaration of the present site as unbuildable. Chair Shubin added that the need for synergy with other projects is imperative.

LRP (Long Range Plan) - This is a good place to remind others of the myriad of activities at the library. Trustee Westcott moved that the board approval the LRP 2009 as presented. Seconded by Trustee Lowrie, the motion passed unanimously. Director Connors noted that work on the 2010 Five Year Plan begins in March.

Trustee and BLF business: As Trustee Westcott will soon be moving from Belmont, an interim replacement - until the town election in April - is needed. Trustees have to replace a trustee appointment to the BLF board after a resignation.

One Book, One Belmont - Community Reads Program. Chaired by Director of Adult Services Emily Reardon, the plans for this January - February program are being finalized. Trustees will host a pre-speaker event for invitees with Trustees Keenan and Tomford volunteering to work on this.

Circulation Desk Reconfiguration - Town counsel is reviewing the documents before the project goes out to bid in the Central Register. Appropriate town committee are involved.

Retirement - The Supervisor of Circulation, Mary Hall, is retiring after long service to the library. A motion by Trustee Tomford to fill this position as soon as possible was seconded by Trustee Westcott and voted unanimously.

Catalog - The on-line library catalog is slow; the culprit - the central service server - is beyond our control. The staff is aware of the problem and is taking steps to remediate it.

The next meeting will be Tuesday DECEMBER 18TH.

On a motion by Trustee Tomford, seconded by Chair Shubin, and approved unanimously, the meeting adjourned at 9:15 p.m. Respectfully submitted, Mary E. Keenan